

## **PUBLIC HEALTH SANITARIAN**

**General Statement of Duties:** Conducts skilled public health and environmental sanitation investigations in public and private facilities; does related work as required.

**Distinguishing Features of the Class:** This is professional work involving responsibility for the enforcement of various Federal, State and City laws, ordinances and regulations pertaining to a wide variety of areas in the field of health, safety, and welfare. Employee must utilize initiative and good professional judgment under general direction. Employees in this class must promote sanitary conditions, strictly enforce compliance with all applicable law and regulations, and at the same time maintain good public relations.

### **Areas of Accountability:**

1. Conducts a variety of investigations to ensure compliance with Federal, State, and local health laws.
  - Examines public and private facilities for potential health hazards or problems;
  - Investigates complaints of unsanitary conditions;
  - Conducts epidemiological investigations;
  - Examines sanitation of premises where animals and fowl are kept;
  - Investigates complaints and reports of nuisances such as insects, rodents, garbage, junk vehicles, etc.
2. Schedules and conducts special investigations, monitoring and sampling to determine violations of applicable laws or rules and insures follow-up and strict compliance as indicated.
  - Monitors air and noise pollution
  - Obtains samples and conducts tests of water, wastes and other material for testing and performs basic laboratory analysis.
3. Enforces all public health laws and rules of the Board of Health and insures rapid follow-up and strict compliance.
  - Conducts complete, thorough, impartial investigations;
  - Issues complete written notices;
  - Insures prompt follow-up;
  - Issues citations;
  - Initiates other legal actions;
  - Testifies in court or at other legal or quasi-legal proceedings.
4. Maintains complete written records or other documentation of all actions.
  - Maintains records of all investigations conducted;
  - Maintains records of all sample tests conducted;
  - Maintains a record of recommended changes;

- Insures records are detailed, accurate and easily understood;
- Takes photographs as needed.

5. Determines if public health and sanitation facilities are adequate.

- Reviews plans for new or modified facilities, home parks, swimming pools, food service establishments, and other industrial and public facilities;
- Commends necessary changes of plans in order that finished products will be in compliance with state and local laws.

6. Maintains proper relations with the public and people in the health field.

- Consults with state and other public health officials, physicians, lawyers, and the general public on matters of public health;
- Recommends changes in laws or policies;
- Represents the Department before public bodies such as the Board of Health and City Council;
- Designs and conducts educational programs.

7. Other related duties.

- May be called up to act in the absence of the Director of Public Health;
- Supervises intern or other para-professional staff;
- Conducts various laboratory or scientific analysis;
- Operates and cares for scientific and medical equipment.

**Required Knowledge, Skills, and Abilities:** Considerable knowledge of State and City sanitary laws, rules and regulations and their underlying principles; considerable knowledge of the principles of sanitation as applied to other public health areas such as fly and rodent control; considerable knowledge of the philosophy and principles underlying modern environmental sanitation programs; considerable knowledge of the principles of natural and physical sciences applicable to public health sanitation; considerable knowledge of food service industry, waste treatment and disposal systems, water supply and water treatment facilities, and the transmission of diseases associated with public health problems; ability to collect, compile and interpret data; ability to work independently; ability to be tactful yet firm in enforcing compliance with laws and ordinances; good physical condition.

**Acceptable Experience and Training:** Requires a combination of experience and education equivalent to graduation from an accredited college or university with major course work in a natural science area and one year's related work experience; prefer registered sanitarian. Must have a valid Iowa driver's license.